

English Learner Advisory Committee (ELAC)

School: Muscatel Middle School

Date: October 13, 2020

Agenda 1

- 1.0 Flag Salute and Call Meeting to Order—Time: 9:02 am By: Fredric Noriega
- 2.0 Welcome/Introductions
In attendance: Freddy Noriega, Jocie Wilson, Kelly Bui, Brandon Hoang, Ann Nguyen
- 3.0 Approval of Agenda and Minutes N/A no minutes to approve
 - 3.1 Agenda approved by: Lucero Vazquez
 - 3.2 Seconded by: Ann Nguyen
 - 3.3 Vote: Approved
 - 3.4 Minutes approved by: Lucero Vazquez
 - 3.5 Seconded by: _____
 - 3.6 Vote: _____
- 4.0 Review Annual EL Meeting Items (including UCP)
 - 4.1 Rationale for Establishing the ELAC--Mr. Noriega presented information regarding what ELAC is and the reason that Muscatel has an ELAC. Mr. Noriega shared that the purpose of ELAC is to advise our school regarding how to best support our English Learner students. ELAC should give suggestions on services provided to English Learners. ELAC composition requirements and nomination process were also discussed.

The Major Function of the ELAC- The purpose of the ELAC is to advise the principal and staff on programs and services for ELs and the SSC on the development of the SPSA including LCFF/LCAP Priorities
 - SPSA Advice – ELD Action Plan
EL Funding
Mr. Noriega reviewed current SPSA goals and discussed the formation of upcoming goals with ELAC members and took suggestions for new goals. Ms. Vazquez recommended it may be helpful to have additional instructional aides within a general education classroom to help supervise and ensure that students stay on task. Ms. Wilson expressed that special education instructional aides have the ability to push into some general education classrooms and as a school, we can take advantage of this opportunity.
 - 3.2 Training - The ELAC also advises/assists the school principal and staff on the following tasks:
 - The school's program for English Learners
 - The development of the Single Plan for Student Achievement (SPSA)
 - The school's needs assessment
 - The school's annual language census CALPADS Primary Language Report
 - Efforts to make parents aware of the importance of regular school attendance
 - 3.3 Training:
 - Review the Roles and Responsibilities of ELAC members
 - Review the Roles and Responsibilities of ELAC officers
- 5.0 ELAC Members and/or Officer Elections – (REQUIRED: Prior notification to **ALL** parents of **EL students** before elections occur)
 - Nominate and elect ELAC members – (Only parents of **ELs** may vote)
 - Nominate and elect ELAC officers: Chairperson, Vice-Chairperson, Secretary,

- Two official DELAC representatives and Two DELAC alternates
 - President
 - Nominated: _____
 - Seconded: _____
 - Vote: _____
 - Vice President
 - Nominated: _____
 - Seconded: _____
 - Vote: _____
 - Secretary
 - Nominated: _____
 - Seconded: _____
 - Vote: _____
 - DELAC Members (need 2 reps)
 - Nominated #1: _____
 - Seconded: _____
 - Vote: _____
 - Nominated #2: _____
 - Seconded: _____
 - Vote: _____
 - DAC Member
 - Nominated: _____
 - Seconded: _____
 - Vote: _____

6.0 Input on SPSA

6.1 Goal #1 _____

6.2 Goal #2 _____

6.3 Goal #3 _____

7.0 Discuss and confirm ELAC Meetings dates and times

Suggested dates for the *week of*:

Nov 10, 2020, Jan 12, Feb 9, April 13

9.0 Report to/from SSC-SDM

10.0 Public Comments/Opportunity to discuss other school issues and programs

11.0 Adjournment Time: _____